
TO BE COMPLETED ONLY BY THE TOWNSHIP:

APPLICATION NO. _____ DATE FILED _____, 20 ____ TIME FILED _____.M.

**APPLICATION TO ZONING HEARING BOARD
OR BOARD OF SUPERVISORS**

EAST COVENTRY TOWNSHIP

CHESTER COUNTY, PENNSYLVANIA

1. Date: _____

2. Type of Application (Check one or more as applicable):

A. TO THE ZONING HEARING BOARD:

- _____ 1. Substantive challenge to the validity of the Zoning Ordinance or Subdivision Ordinance. [Section 909.1.(a)(1) of the MPC; Section 1505) of the Zoning Ordinance]
- _____ 2. Challenge to the validity of the Zoning Ordinance or the Subdivision Ordinance raising procedural questions or alleged defects in the process or enactment or adoption. [Section 909.1.(a)(2) of the MPC; Section 1505 of the Zoning Ordinance]
- _____ 3. Appeal from determination of the Zoning Officer including, but not limited to, the granting or denial of any permit, or failure to act on the application therefore, the issuance of any cease and desist order or the registration or refusal to register any nonconforming use, structure or lot. [Section 909.1.(a)(3) of the MPC; Section 1505.a of the Zoning Ordinance]
- _____ 4. Appeal from determination by the Township Engineer or the Zoning Officer with reference to the administration of flood plain provisions in the Zoning Ordinance or the Subdivision Ordinance. [Section 909.1.(a)(4) of the MPC]
- _____ 5. Application for a variance from the terms of the Zoning Ordinance. [Section 909.1.(a)(5) of the MPC; Section 1505.b of the Zoning Ordinance]
- _____ 6. Application for special exception under the Zoning Ordinance. [Section 909.1.(a)(6) of the MPC; Section 1505.b of the Zoning Ordinance]
- _____ 7. Appeal from a determination of the Zoning Officer under Section 916.2 of the MPC (preliminary opinion of the Zoning Officer). [Section 909.1 (a)(8) of the MPC; Section 1505.a of the Zoning Ordinance]
- _____ 8. Appeal from a determination of the Zoning Officer or Township Engineer in the administration of any provision of the Zoning Ordinance or Subdivision Ordinance with reference to sedimentation and erosion control and stormwater management insofar as the the same relates to development not involving applications under the Subdivision Ordinance [Section 909.1 (a)(9) of the MPC]

B. TO THE BOARD OF SUPERVISORS:

- _____ 1. Application for curative amendment to the Zoning Ordinance pursuant to Sections 609.1 and 916.1 (a)(2) of the MPC. [Section 909.1.(b)(4) of the MPC; Section 1701.b of the Zoning Ordinance]
- _____ 2. Petition for amendment to the Zoning Ordinance or Subdivision Ordinance. [Section 909.1.(b)(5) of the MPC; Section 1701.b of the Zoning Ordinance]
- _____ 3. Appeal from a determination of the Zoning Officer or the Township Engineer in the administration of provisions of the Subdivision Ordinance with reference to sedimentation and erosion control and stormwater management insofar as the same relate to applications for land development under the Subdivision Ordinance [Section 909.1.(b)(6) of the MPC]
- _____ 4. Application for Conditional Use permitted in the Zoning Ordinance pursuant to Section 913.2 of the MPC

3. Applicant(s):

- A. Name (s): _____
- B. Mailing Address: _____
- C. Telephone Number: _____
- D. Legal status of Applicant(s) (check one):
 - _____ Owner(s) of legal title
 - _____ Owner(s) of equitable title
 - _____ Tenant(s) with permission of owner of legal title
 - _____ Other (describe) _____

4. Attorney, if any, for Applicant(s):

- A. Name (s): _____
- B. Mailing Address: _____
- C. Telephone Number: _____

5. Owner(s) of legal title of subject property (if other than Applicant(s)):

- A. Name (s): _____
- B. Mailing Address: _____
- C. Telephone Number: _____

6. Subject property:

A. Present zoning district classification: _____

B. Number and street address: _____

C. Location, with reference to nearby intersections or prominent features:

D. Tax map identification: Block: _____ Unit: _____

E. Dimensions:

(1) Area: _____

(2) Frontage: _____

(3) Depth: _____

F. Size, construction and use of existing improvements; or use of land, if unimproved.

7. Describe the proposed improvements, additions, uses, and/or other development of the subject property to be made under this Application, including the size of the same and the materials and general construction thereof.

8. Describe the manner in which proposed improvements, additions, uses and/or other development differ from the permitted as of right.

9. State the factual and legal grounds believed to support this Application, including citations to specific sections of the Zoning Ordinance, Subdivision Ordinance, or other ordinances or acts relied upon.

10. Has any previous application (including a previous challenge, appeal or petition) been filed concerning subject matter of this Application? _____ If yes, specify.

11. List the names and addresses of all owners and occupiers of every lot on the same street as the subject property and within 500 feet of the subject property. [Section 1506.c of the Zoning Ordinance]

12. If Section 2.A.2. (procedural challenges) has been checked, set forth the procedural questions or alleged defects in the process of enactment or adoption to be decided by this Application.

13. If Section 2.A.3, 2.A.4, 2.A.8, or 2.B.3 (appeals from various determinations of the Zoning Officer or Township Engineer) has been checked, set forth the legal and/or factual issues to be decided by this Application, including any interpretations requested.

14. If Section 2.A.5 (variance), 2.A.6 (special exception), or 2.B.4 (conditional use) has been checked, set forth the provisions of the Zoning Ordinance from or under which the variance, special exception, or conditional use is being requested.

15. If Section 2.B.2 (amendments to Zoning Ordinance or Subdivision Ordinance) has been checked, set forth in an attachment hereto the exact text of the requested amendments.

I/we hereby certify that the above information is true and correct to the best of my//our knowledge, information or belief.

Applicant(s)

CONSENT OF OWNER(S) OF LEGAL TITLE

(To be completed if the Applicant(s) is/are not the owner(s) of legal title of the subject property.)

I/we hereby represent and acknowledge that I/we am/are the owner(s) of legal title of the subject property of this application, and that I/we hereby consent to the filing of this Application by the Applicant(s) named herein.

Owner(s) of legal title:

Date: _____

NOTES:

- A. "MPC".** "MPC" means the Pennsylvania Municipalities Planning Code, Act of 1968, P.L. 805, No. 247, as reenacted and amended, 53 P.S. §10101 et seq.
- B. Supplemental Sheets.** If additional space is required to provide the information requested in and by the Application, supplemental sheets, 8½" x 11" each, may be used and attached.
- C. Plot Plans.**
1. A plot plan of the subject property shall accompany the Application. One copy of the plot plan shall be required if the size of the plan is 8½" x 11" or less. Seven copies of the plan shall be required if the size of the plan is greater than 8½" x 11".
 2. The plot plan shall be prepared and bear the seal of a professional engineer and/or surveyor as appropriate. However, except as set forth below, the Zoning Hearing Board or the Board of Supervisors, as the case may be, may accept a plot plan not prepared by and bearing the seal of a professional engineer and/or surveyor provided that the person who prepared the plan appears at the hearing upon the Application and states under oath that the plan is accurate and complete. The plot plan to accompany an Application under Section 2.A.4., 2.A.8, or 2.B.3., and to accompany any Application the subject property of which lies in whole or in part in a Flood Plain District, must be prepared by and bear the seal of a professional engineer and/or surveyor as appropriate.
 3. The plot plan must contain all information relevant to and necessary to decide the Application, including, but not limited to, the following: streets (public and private) abutting the subject property; the dimensions and area of the subject property; the dimensions and location of existing buildings and other improvements on the subject property; and the dimensions and locations of proposed uses, buildings and other improvements on the subject property.
- D. Validity Challenges.** Applications under Section 2.A.1 or 2.B.1 must be accompanied by the submissions required by applicable provisions of Section 916.1 of the MPC.
- E. Determination Appeals.** Applications under Section 2.A.3, 2.A.4, 2.A.7, 2.A.8, or 2.B.3 must be accompanied by complete copies of the determination being appealed.
- F. Variances and Special Exceptions Concerning Property Within a Flood Plain District.** Applications under Section 2.A.5 or 2.A.6, which concerns subject property located in whole or in part in a Flood Plain District, shall include or be accompanied by (a) detailed engineering studies indicating the effects on drainage and streams on all adjacent properties as well as the subject property, and (b) an application to amend the boundaries of the Flood Plain District if such boundaries will be affected by the use, activity or development proposed by the Application. [Section 1403.4 of the Zoning Ordinance]
- G. Copies of Existing Ordinance Provisions and Map.** Applications under Section 2.A.1, 2.A.2, 2.B.1 or 2.B.2 shall be accompanied by a copy or copies, as follows, of the existing ordinance provisions or map being challenged or to be amended. One copy of the ordinance provisions and one copy of the map being challenged or to be amended shall be provided; however, if the size of the map is greater than 8½" x 11", six additional copies of the map shall be provided.
- H. Filing Fee.** Each Application shall be accompanied by the required filing fee as set forth in the current Schedule of Fees and Costs.
- I. Subpoenas.** Blank forms of subpoenas and subpoenas duces tecum, to be issued by the Zoning Hearing Board or the Board of Supervisors to the extent authorized by law in connection with its hearing and decision upon an Application, may be obtained from the Township. The cost of each blank form shall be \$1.00. The responsibility, including the cost, of completing the form for execution and issuance and of serving the subpoena when executed and issued shall be that of the person requesting the issuance of the subpoena.

- J. Lapse of Variance and Special Exceptions.** A variance or special exception granted by the Zoning Hearing Board shall lapse and become void and of no effect if the Applicant(s) fails(s) to obtain necessary permits and commence substantial construction or substantial use in connection with the variance or special exception within six months from the date of the order of the Zoning Hearing Board granting the variance or special exception. The Zoning Hearing Board, upon application and for good cause shown, after notice and hearing, may extend such six month period of time but in no event beyond eighteen months from the date of the order of the Zoning Hearing Board granting the variance or special exception. [Section 1409.1 of the Zoning Ordinance]
- K. Checks.** All checks in payment of fees or other amounts to the Township in connection with the Application shall be payable to the order of "East Coventry Township".
- L. Evidence of Ownership.** The Applicant(s) shall be prepared to submit at the hearing on the Application the original (or a true, correct and complete copy) of the deed, lease or other instrument which evidences the ownership or other interest of the Applicant(s) in the subject property.